

**Community Preservation Act Committee (CPAC)**  
**Meeting Minutes**  
**Tuesday, February 28, 2012**

The meeting was called to order at 5:08 pm by Peter Jessop, Chair, in the Town Room at Town Hall.

**COMMITTEE MEMBERS IN ATTENDANCE:**

Sandra Anderson, Marilyn Blaustein, Paris Boice, Mike Jacques, Peter Jessop, Mary Streeter, Stan Ziomek,

**COMMITTEE MEMBERS ABSENT:**

Lynda Faye, Ellen Kosmer

**STAFF IN ATTENDANCE:**

Sonia Aldrich, Claire McGinnis, David Ziomek

**OTHERS IN ATTENDANCE:**

Mary Curling, Debbie Turgeon, Connie Kruger, Rudy Perkins, Rob Kusner

**AGENDA:**

- Amherst Historical Society to answer questions on the Database used for cataloging
- Discuss and vote on remaining proposals
- Set agenda for next meeting
- Approve any minutes
- Topics the Chair did not reasonably anticipate 48 hours before the meeting

**DISCUSSION:**

**Discussion with Town Treasurer, Claire McGinnis**

- Bonded items can be used for Open Space Projects
- Bonding items spreads the cost over several years
- In the case of Open Space, items can only be bonded over a 20 or 30 year period
- Cost of borrowing is rolled into CPA funds
- There is not set minimum amount that can be bonded, but there is a minimum practical amount
- CPAC can't spend more than they have on debt service
- Once CPAC recommends a project to be bonded and Town Meeting passes, the debt service will still be paid, even if CPA is repealed

**Discuss and vote on remaining proposals**

**Amherst Historical Society to answer questions on the Database used for**

### **cataloging.**

- Mary Curling represented the Amherst Historical Society Database project
- CPAC Members expressed concern about using Excel for cataloging and Mary Curling gave an overview of the reasons for choosing Excel
  - The information collected for the database will be entered into an Excel spreadsheet so it can be accessed and edited by multiple volunteers
  - Once the Historical Society figures out what they truly have (currently about 5,000-7,500 items) they want to move towards another database
  - Excel is compatible with many other programs used for cataloging, so the Historical Society will be able to use another cataloging program in the future
  - First step in the process of creating an internal inventory system for the Historical Society- Convert paper files to electronic information in Excel
  - Second step in the process- Find the actual object in the collection, photograph it and add it to the database
- CPA Committee members asked how the information would be backed up.
  - Mary Curling- A laptop hard drive and Google docs will be used
  - CPA Committee members suggested that she back up the information in another way as well. (digital dropbox, etc. )

### **HAP**

- Connie Kruger and Debbie Turgeon presented a letter from Denise LeDuc and spoke in support of the Olympia Oaks project
- Letter from Denise LeDuc was read aloud and copies were given to the CPAC
- HUD allows AHA to go up to a certain rent level and currently this level is low enough that families receiving assistance are priced out of 9 complexes in Amherst
- Debbie Turgeon spoke about families that have had to leave Amherst because they could not find housing within their voucher limit
- 42 more units would help families in Amherst
- Stan Ziomek asked about the ownership of the road leading to the Olympia Oaks project site
- Rudy Perkins informed the CPAC that the road going into Olympia Drive is owned by UMass, but the Town of Amherst has an easement over it. HAP is hoping to write a stronger easement, and HAP has agreed to bring the road up to standards.

### **Open Space**

- David Ziomek presented information on a North Amherst land purchase, the Nickerson property
- The larger project discussed for Open Space earlier in the year are not

ready yet, but this smaller project with NACF, North Amherst Community Farm, has come up

- If CPAC is open to a Fall funding cycle, then some of the other larger projects may be ready
- The Nickerson's and NACF have partnered for both the 3.7 acre Nickerson property and the 0.74 NACF property. The goal is to preserve the 3.7 acre Nickerson Property plus the 0.74 acre NACF property, plus a bit more to total 5 acres.
- The Town would purchase both, for a total of 5 acres, to put a conservation restriction on it, although the property itself would still be owned by the Nickerson's.
- The appraisal for this property is due this Friday, March 2<sup>nd</sup>, 2012
- The Town contribution would be \$25,000
- The owner is interested in non-traditional forest agriculture as well as for more traditional agricultural purposes
- Partnership between the Town and NACF would be beneficial
- CPA funds will be used to help leverage funds that NACF needs to raise for their contribution
  - Contributions
    - \$65,000 from Nickerson's
    - \$25,000 from CPAC (Open Space)
    - \$25,000 from NACF

#### **Review of financials**

- Committee reviewed CPA FY2013 Proposals Draft 3
- Peter highlighted the three outstanding proposals
  - Olympia Oaks
  - Amherst Historical Society Database
  - Open Space (NACF/Nickerson)
- If all three are approved, we can set aside \$200,000 in a Budgeted Reserve
- Discussion about bonding the Olympia Oaks Project

#### **MOTION:**

A motion was made by Sandy Anderson, Seconded by Marilyn Blaustein that we recommend to approve \$250,000 for the HAP Olympia Oaks project.

#### **VOTED:**

7-0 to recommend

2 absent (Lynda Faye, Ellen Kosmer)

#### **MOTION:**

A motion was made by Marilyn Blaustein, Seconded by Mike Jacques that we recommend to approve \$22,000 for the Amherst Historical Society Database.

#### **VOTED:**

7-0 to recommend

2 absent (Lynda Faye, Ellen Kosmer)

**MOTION:**

A motion was made by Mary Streeter, Seconded by Paris Boice that we recommend to approve \$25,000 for Open Space for the Nickerson property.

**VOTED:**

7-0 to recommend

2 absent (Lynda Faye, Ellen Kosmer)

**Set agenda for next meeting:**

- Scheduled meeting for March 15<sup>th</sup>
  - Use to distribute tasks and know whose speaking to each task at Town Meeting
  - Sonia will have draft report available, which she will email. Bring edits to next meeting, do not edit via email.
  - If we get everything organized for Town Meeting during March 15<sup>th</sup>'s meeting, we may cancel April 19<sup>th</sup> meeting.

**Minutes:**

Mary Streeter recorded corrections from the committee on Minutes from Thursday, February 16<sup>th</sup>, 2012, she will make the noted corrections and then post online.

**MOTION:**

A motion was made by Mary Streeter Seconded by Stan Ziomek to accept minutes with changes from Thursday, February 16<sup>th</sup>, 2012.

**VOTED:**

7-0

2 absent (Lynda Faye, Ellen Kosmer)

**Adjournment:****MOTION:**

A motion was made by Paris Boice, Seconded by Mick Jacques to adjourn at 6:19 pm.

**VOTED:**

Unanimously

**NEXT MEETINGS:**

Future meetings: All future meetings will be in the Town Room at Town Hall from 7 pm to 9 pm unless otherwise indicated below.

March 15 <sup>th</sup> , 2012	Decide who will be addressing issues/presenting at Town Meeting
April 19 <sup>th</sup> , 2012	

#### **DOCUMENTS DISTRIBUTED**

- Agenda Tuesday, February 28<sup>th</sup>, 2012
- CPA FY2013 Proposals Draft 3
- CPAC Draft Meeting Minutes from Thursday, February 16<sup>th</sup>, 2012
- CPA Funded Debt Service
- Amherst Housing Authority letter supporting Olympia Oaks

Submitted by Paris Boice  
Approved March 15, 2012